



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: June 8, 2018

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

In preparation for Hurricane Season, we have scheduled a quarterly Waste Pro extra bulk trash pickup for Saturday, June 16th. The 2 cubic yard limit will need to be followed, but this additional pickup followed by the regular pickup on Monday will allow residents to dispose of the extra yard waste they may have accumulated. Waste Pro will begin picking up on Saturday morning, but will make a second sweep through the Village early that afternoon to remove any leftover piles.

- **FINANCE:**

All payroll and payables are current. Working on reconciliations for 2017, which should be complete by 7/31. Auditors have already presented the Village with a list of items they will need to produce the 2017 Audit. Confirmed funds were received from the Urban Forestry Grant closeout.

- **CODE:**

Officers have been entering new code cases, re-inspecting open cases for compliance, closing complied cases, filing and reviewing all open Administrative Citations, sending letters to residents for unpaid citations. Reviewing old board cases to ascertain if fines have been paid, if they've come into compliance, and ensuring they are filed in their designated locations. Sending out notices of violation for cases not in compliance. Assisting residents in person and on the phone with respect to the notices they receive or questions they have. Performing lien searches. Also, we have been working together to get the department up to speed as this will be ongoing.

This week we have been working on preparing cases for the code board meeting which is being held on June 11, 2018.

Enforcements by Category for this week:

Admin Citations Issued: 16
Closed Cases: 5
Notices to Appear: 20
Orders of Enforcement: 0
Total New Cases Opened: 33



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Report Totals for this week:

Administrative citations – 16
Clear Visibility Triangle - 1
Dirty awnings – 1
Driveway/apron/swale – 0
Fences / Walls - 1
Inoperable/abandoned vehicle – 1
Parking on unapproved surface – 2
Pool Water Maintenance – 2
Roof Cleaning – 4
RV/Trailers – 2
Signs – 1
Watercraft Storage – 1

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 32

Total Cases by Category

Alarms: 4
Assists to Police Agencies: 2
Sick/Injured Person: 2
Suspicious Person/Vehicle: 5
Information/Non-Criminal Investigation: 15
Repossession: 1
Residential Burglary: 1
Domestic Battery Arrest: 1
Hit and Run: 1
Vehicle Burglary: 0

Significant Activity:

(1) Residential burglary

- **PARKS & RECREATION:**

Parks & Rec. Manager performed grounds and building safety walk-through.
Preparing for summer. Working on newsletter formatting and preparation.
Weekly grounds and building maintenance.



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- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. Mowed all Village medians, Rec. Center and Village Hall. Trimmed low hanging and broken trees limbs at Griffing Park. Adjusted and replaced sprinkler heads at Rec. Center. Put mosquito treatments into drains. Repaired fence and gate at Public Works and gate at Rec. Center.

- **ADMINISTRATION:**

Manager met with CITT auditor on Monday and provided all immediately available information for the audit. Supplied more information throughout the week. The audit of CITT funds extends from 2008-2016. Attended Planning and Zoning. Attended Commission meeting. Attended Crime Watch meeting. Continuing to work with H2O and FEMA regarding our FEMA reimbursement, which is at the CRC Review level and is now being reviewed for final approval. An additional request for information arrived from FEMA today and is being addressed. Once approved, it is sent to the State of Florida for review, approval and payment.

Wishing everyone a great weekend!